

# 2019 Delegate Assembly Standing Rules

Minnesota Association of Professional Employees  
September 21, 2019

## **A. Registration and Seating.**

1. The registration procedure shall be under the direction of the Credentials Committee.
2. The Credentials Committee shall entertain challenges to the credentials of any delegate or delegation and shall present its finding to the Assembly, which will render a final decision. (Bylaws, Article X, Section 3) \*
3. Delegates and alternates must be members of the local they are elected to represent at the time of the Assembly. (Bylaws, Article X, Section 1) \*
4. In these rules, a seated alternate is referred to as a delegate.
5. Admittance to the delegate/alternate seating area shall be by badge.
6. Alternates may sit with delegates and shall be identified by a type of badge different from that of delegates.
7. News media, guests, and MAPE members who are not delegates or alternates to the Assembly shall be seated apart from the delegates and shall be identified by a type of badge different from that of delegates and alternates.
8. Regional directors, or their designees, will serve as chairs for their locals' delegations.
9. Delegates leaving the Assembly room before the Assembly adjourns must notify their delegation chair, who will inform the Credentials Committee, which will seat the appropriate alternate.
10. Alternates will be seated as ranked; i.e., first alternate is offered seating first, etc.

## **B. Conduct of Business.**

1. There shall be an official parliamentarian, to whom questions may be directed, only through the presiding officer (the Chair), while the Assembly is in session.
2. The Chair may appoint timekeepers, tellers, pages, and sergeants-at-arms.
3. Speakers must be recognized before speaking. Speakers will give their name, position, and local number before addressing the Assembly. While addressing the Assembly, speakers will direct all of their comments to the Chair.
4. Any person who is not a delegate but wishes to address the Assembly may speak at the discretion of the Chair but may not speak for or against a motion or resolution.
5. Endorsements of political candidates are not proper business to come before the Assembly.
6. To change the program after its adoption requires a two-thirds vote, the vote of a majority of all the delegates, or unanimous consent.

## Standing Rules

### **C. Debate. (These rules require two-thirds vote to pass, modify once passed, or suspend.)**

1. There shall be a maximum of three (3) speakers for and three (3) speakers against each motion or resolution. The Assembly, by a majority vote, may allow additional speakers on a motion or resolution.
2. A delegate shall speak only once per motion.
3. Speakers shall identify whether they are speaking for or against the motion or resolution on the floor.
4. Each speaker shall be allowed two (2) minutes per speaking time.
5. At least two speakers on each side of a question shall be afforded the opportunity to speak to an issue before a motion to move the previous question shall be in order.
6. After there have been two speakers on one side and the Chair has asked three times for a speaker on the opposing side, if there is no speaker on the opposing side, the debate will be ended.

### **D. Voting.**

1. Only delegates may vote.
2. Delegates must be in the delegate/alternate seating area to be eligible to vote.
3. General consent shall be used where applicable.
  - a. Division, when called after a call for general consent, will have its usual meaning.
4. Counted votes will be completed and counted using the electronic voting system.
  - a. Division, when called after a counted vote, is used to indicate a voting irregularity, for example a suspected mechanical failure.
  - b. Voice votes will not be used unless the President certifies that the electronic voting is out of order.
5. When a vote is to be taken by ballots, the tellers will distribute paper ballots to delegates. Tellers will collect the ballots directly from delegates and tabulate the ballots.
6. Upon the approval of a request for a roll call vote, the name of each delegate and corresponding vote will be made available and recorded in the minutes.
7. The number for and against will be recorded in the minutes.
8. Block (unit) voting is prohibited. Individual delegates decide how they will vote.

### **E. Resolutions and Other Motions.**

1. The deadline to submit resolutions is June 9, 2018.
2. Resolutions must be submitted to [crcommittee@mape.org](mailto:crcommittee@mape.org), or a printed copy received at MAPE Central by the deadline.
3. Resolutions to change a governing document (Constitution, Bylaws, and Election Rules) cannot be initially submitted at the Assembly.
4. A two-thirds vote of the Assembly will be required to consider other resolutions if they are initially submitted at the Assembly.
5. Resolutions dealing with negotiations issues will not be debated by the Assembly. Instead, delegates will rate negotiations related resolutions independently on the form provided. Delegates are to turn in these forms to the Credentials Committee by noon on the second day of the Assembly. The Credentials Committee will tabulate the forms and report the results to the Negotiations Committee.
6. After oral presentation, all motions or resolutions, including amendments to motions and resolutions, greater than five (5) words in length, must be submitted in writing prior to a vote on the motion or resolution.
7. If the marked-up language differs from the resulting language, the vote will be on the resulting language.

## Standing Rules

8. A motion to postpone indefinitely applies only to a motion immediately available for debate.

### **F. Nomination and Acceptance Speeches.**

1. No more than one nomination speech per candidate will be permitted at the Delegate Assembly. (Election Rules, Article III) \*
2. Nomination and Acceptance Speeches shall be limited to a maximum of two minutes each per nominator or nominee. (Election Rules, Article III) \*

### **G. Amendments to the Governing Documents (Constitution, Bylaws, Election Rules).**

1. Amendments to the Constitution require a two-thirds vote. (Constitution Article VIII) \*
2. Amendments to the Bylaws require a majority vote. (Bylaws Article XV) \*
3. Amendments to the Election Rules require a majority vote. (Election Rules Article XII) \*
4. Prior, written notice must have been given at least 30 days in advance of the Assembly. (Constitution Article VIII, Bylaws Article XV, Election Rules Article XII) \*
5. When the Constitution, Bylaws or Election Rules changes are to be considered, the motion or resolution before the Assembly shall be the proposed amendment as presented by the Constitution and Rules Committee.

### **H. Quorum.**

A quorum is a majority of the delegate positions authorized. (Constitution, Article VI) \*